

EMPLOYMENT OPPORTUNITY ANNOUNCEMENT

DEPARTMENTS OF THE ARMY AND AIR FORCE
OFFICE OF THE ADJUTANT GENERAL
NORTH CAROLINA NATIONAL GUARD
HUMAN RESOURCES OFFICE
4105 REEDY CREEK ROAD
RALEIGH, NORTH CAROLINA 27607-6410

ANNOUNCEMENT #: ARNGT 06-102

OPENING DATE: 14 April 2006

CLOSING DATE: 15 May 2006

ANTICIPATED FILL DATE: 25 Jun 06

POSITION TITLE AND NUMBER

Supply Technician, PDCN 70238000
MD # 4621-170

UNIT/ACTIVITY AND DUTY LOCATION

Army Aviation Support Facility #1, (AASF#1)
NCARNG, Morrisville, North Carolina

GRADE AND SALARY (Includes Locality Pay 15.57%)

GS-2005-05 \$29,118.00 - \$37,855.00 per annum

EMPLOYMENT STATUS

Excepted Service

WHO CAN APPLY: The area of consideration for this announcement is the STATEWIDE. Applications will only be accepted from current Excepted employees of the North Carolina National Guard, current military members of the North Carolina National Guard and individuals who are eligible and willing to enlist in the North Carolina Army National Guard.

HOW TO APPLY: Interested applicants may apply by submitting an Application for Federal Employment (Standard Form 171), Optional Application for Federal Employment (Optional Form 612), resume or any other form of application. It is required that the Knowledge, Skills and Abilities (KSA) listed below be addressed and attached to the application. The application and KSA Statement should be mailed to the North Carolina National Guard, ATTN: JFHQ-NC-HRO, 4105 Reedy Creek Road, Raleigh, NC 27607-6410. It must be received not later than the closing date or if mailed postmarked by the closing date. NOTE: Information that must be provided when applying for a technician position is as follows: announcement number; name; address; telephone number; social security number, date of birth; citizenship; education; work experience; and other job-related qualifications. For more information, call 1-800-621-4136 ext 6172/6431. Faxed or E-mailed copies will not be accepted.

QUALIFICATION REQUIREMENT: Must have 6 months specialized experience which demonstrates that the applicant has acquired the below listed KSA's. Education may be substituted for experience when applicable and the appropriate transcripts are submitted with application. In-service placement actions will be considered when applicable.

KNOWLEDGE, SKILLS ABILITIES (KSA'S)

Below are listed the KSA's for this position. Applicants must address each KSA individually in paragraph format by explaining any civilian and military work experience (with dates) that provided that KSA. It is required that this statement be attached to the application. FAILURE TO DO SO WILL RESULT IN THE APPLICANT NOT BEING CONSIDERED FOR THIS POSITION. For more information or assistance, call 1-800-621-4136 ext. 6172/6431.

1. Knowledge of standard methods of receipt or material order documentation control and material processing.
2. Knowledge of regulations, and mechanized/statistical techniques in the computation and forecasting of quantitative requirement.
3. Knowledge of regulatory requirements governing the accounting for government property.
4. Ability to research information.
5. Knowledge of how to fill out, post, file, control, or code supply documents or transactions.

CONDITIONS OF EMPLOYMENT: 1. Occupants of this position must maintain continuous military membership in the North Carolina Army National Guard (NCARNG). NCARNG status (military grade, MTOE or TDA assignment, MOS/SSI, military unit) and experience must be entered on the application. The recommended applicant will not be approved for appointment until they occupy a compatible MOS in the NCARNG shown under Military Assignment below. 2. The applicant selected for this position will be required to participate in the Direct Deposit/Electronic Fund Transfer Program.

SECURITY CLEARANCE: Must have or be able to obtain a security clearance at the Secret level.

MILITARY ASSIGNMENT: Assignment to a compatible Enlisted position in the unit of employment is mandatory. (CMF 15, 63, 67, 77, 92)

EVALUATION FACTORS USED: Personal interviews, review of application and the KSA Statement.

PRINCIPAL DUTIES AND RESPONSIBILITIES: This position is located in the Aviation Materiel Management section of an Army Aviation Support Facility (AASF). Its purpose is to provide assistance in support of inventory control, storage, and distribution, cataloging or supply identification system. Support of aviation materiel management, resource tracking, Test Measurement and Diagnostic Equipment (TMDE). Assists in reviewing supply transactions or providing customer service. Codes and classifies requisitions, shipping orders, and other documents; extracts requests for other sources of supply or refers them to inventory control point when stock is unavailable or cannot be shipped. Determines stock replenishment for supplies and other materiel centrally located within funding limitations. Assists in assuring that supplies and monies are not wasted through excess accumulations and that items are on hand in sufficient quantities and at the time required. Reviews requisitions, supporting documents, and reference materiel to recommend/determine required action. Expedites the delivery of urgently required items. Coordinates supply actions with transportation and other supply units or organizations. Assists in maintaining an accurate accounting and reporting system for property. Reviews records and demands data for determination of obsolete or excess property. Assists with management of calibration, and calibration, and testing of Test Measurement and Diagnostic Equipment (TMDE). Assists in managing, controlling and monitoring tool room operations to include accounting for, issuing and replacing tools. Perform other duties as assigned.

INSTRUCTIONS TO COMMANDERS/SUPERVISORS: This position vacancy announcement will be given the broadest possible dissemination. A copy of this announcement will be posted to your unit/activity bulletin board.

ADDITIONAL INSTRUCTIONS:

1. Applicants are requested to identify, on a separate sheet of paper, their race and national origin from one of the following categories; Male or Female; American Indian or Alaskan native; Asian or Pacific islander; Black, not of Hispanic origin; Hispanic; White, not of Hispanic origin. Submission of this information is voluntary and will be used in support of the NCNG Equal Employment and Affirmative Action Programs. 2. A permanent change of station (PCS) will not be authorized for the individual selected for this position unless agreed upon in advance by HRO and a PCS order is prepared prior to effective date 3. Participants in the Selected Reserve Incentive Program will be administered as prescribed by NGB Pamphlet 600-15. 4. Males born on or after 1 January 1960 must be registered with the selective service in order to be considered for federal employment.

INFORMATION SUBMITTED WILL BE USED ONLY IN ACCORDANCE WITH THE PRIVACY ACT OF 1974

DISTRIBUTION: A, B, C-2, G-25, H-3, J-3, K-3, M, N-12, P-9, Q, W-2, Y-2, R: HRO-1, AGAV-1, AGCS-3, DCSANG-1, DCSLOG/G4-4, DCSOI-3, DCSPER-3, FMCB-2, IG-1, SCSM-1, SRAA-1, VCSOP-1